

# Loan Repayment Intention Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Loan Provider's Name]

[Loan Provider's Address]

[City, State, Zip Code]

## **Subject: Personal Statement of Loan Repayment Intention**

Dear [Loan Provider's Name],

I am writing to formally express my intention to repay the loan I received on [insert loan date] with the account number [insert account number]. I understand the importance of fulfilling my obligations and have made it a priority to ensure the timely repayment of this loan.

Due to [briefly explain your current financial situation, if relevant], I am committed to devising a repayment plan that will allow me to meet my obligations without delay. I intend to start making payments of [insert amount] from [insert proposed start date] and continue on a [monthly/bi-weekly] basis until the loan is fully repaid.

Thank you for your understanding and support as I navigate this process. I appreciate the opportunity you have provided me to enhance my financial situation. Please feel free to contact me at your convenience to discuss this matter further.

Sincerely,

[Your Name]